

REVENUE AND DISASTER MANAGEMENT DEPARTMENT

The 9th April 2012

No. 1771-E-2-2012/3963.—In exercise of the powers conferred by clause (c) of Section 3 of Land Acquisition Act, 1894, the Governor of Haryana confers the powers to Sh. Ajit Singh, District Revenue Officer, Rohtak to perform the functions of the Collector under the said Act for acquiring Land Acquisition Collector for acquiring land of various roads in Rohtak District

RAJ KUMAR,

Chandigarh:
the 3rd April, 2012

Financial Commissioner & Principal Secretary to

Government Haryana, Revenue & Disaster Management, Department. ~

EDUCATION DEPARTMENT

The 5th March, 2012

No. 17/32-2012DIET(2).—The Governor of Haryana is pleased to constitute the Institutional Management and Development Committee (IMDC) in all the District Institute of Elementary Training (DIETs) and Government Elementary Teacher Training Institutes (GETTIs) for proper implementation, monitoring, supervision and achieving the goals of Teacher Training Programme at school level.

The composition of the IMDCs and the sub committees under IMDCs namely Building Sub Committee and Academic Sub Committee for DIETs and GETTIs their roles/responsibilities and functions shall be as under :—

1. The IMDC shall be responsible for the over all management and development of the Teacher Training Institute. It will ensure that all the development, management, in-service, pre-service, school development programmes as per State/Central policy of teacher education, guidelines under SSA/RMSA and all the instructions/policies as given by the State Government are implemented in letter and spirit. It shall also ensure that the academic and management inputs required for development of school education for the district as a whole are facilitated as per instructions given by the department/Haryana School Shiksha Pariyojna Parishad from time to time. It shall also ensure proper training of the teacher educators and their welfare.
2. The composition of the IMDC will be as indicated below.
 1. Principal/in the absence of Principal the members present shall elect the Chairperson from amongst themselves to preside over the meeting Chairperson
 2. One Senior most teacher teaching Science/Maths Member
 3. One Senior most teacher teaching Social Science/Language Member
 4. One women representative of Sakshar Mahila Samooh. (in rural areas)/ one eminent lady in the field of education Member
 5. Three members of Panchayat/ Municipal Committee/ Council/ Corporation as the case may be (at least one belonging to Scheduled Caste and one female member) to be nominated by the respective institutions. Members
 6. Nominee of Director SCERT, Haryana Member
 7. Two nominees from Human People to People, India In case of GETTIs Members
 8. Two parent members nominated by P.T.A. Members
 9. Two students based on their performance in Curricular/ extra curricular fields and other attainments from the institute to be nominated by the Principal Members

10. Two members from retired/working eminent educationists, administrators, management experts to be nominated with the approval of Director School Education Members
- (a) Fifty percent members from amongst females. BPL. SC families is to be ensured.
 - (b) The record keeping will be done by anyone teacher identified by the chairperson.
 - (c) Non official members of IMDC shall be replaced by new members after two years duration. Such members shall not become the members of any of the committee for the coming two consecutive terms of two years.
 - (d) The IMDC will have freedom to co-opt one or two persons from local area as special invitees for specific purpose in any of its meetings. The participation of such invitees will be clearly documented in the proceedings of the meeting.
3. Eight members of the Committee shall constitute the quorum.
4. The IMDC will ordinarily meet once a month. However, it shall mandatorily meet at least four times in an academic year and at least once in each quarter beginning 1st April. If it is not possible to hold meeting on the proposed date, it will be shifted to next working day.
5. The IMDC shall maintain a register to record the proceedings of all the meetings held alongwith the attendance detail. A copy of each proceeding shall be sent to the Director Elementary Education, Director Secondary Education, SPD HSSPP forthwith.
6. The meeting will discuss the agenda items as required and keep the record of discussion.
7. The Committee will carry out following functions:
- (a) Make itself aware of all the Government schemes/projects/instructions/government plans meant for development of school education, improving quality of education, promoting girls' education.
 - (b) Review the physical infrastructure of the school, identify gaps vis-a-vis norms and deliberate on the methods to remove such short comings. In addition to Government schemes, it will focus on mobilizing resources from local community or local industry.
 - (c) Assess the educational quality in the school by reviewing parameters indicative of learning level of children.
8. Whenever there are shortcomings, reasons for the same will be discussed and solutions identified. An effort would be made to use local resources. Government should be approached when there is no other alternative.
9. The Committee will thus function as an agency to support, Coordinate, Plan and review the achievement of each scheme in the institute. The Committee will maintain all the relevant records for recurring as well as non-recurring expenditure. These records will be updated on regular basis and placed before the committee in every meeting. It shall also oversee the working of the sub committees.
10. The IMOC will be assisted by two sub-committees, the Building Committee and the Academic Committee.

Building Sub Committee:

The Building Sub Committee will be responsible for all the activities relating to construction, renovation, repair and maintenance and other civil works in respect of grants/funds received through various sources as per deliberations of IMDC. The composition will be:

Principal/in the absence of Principal the members present shall elect the Chairperson from amongst themselves to preside over the meeting

Chairperson

Two Parent nominated by PTA	Members
One member nominated by Panchayat/ Municipal Committee/ Council	Member
One expert in civil works not below the rank of SDO (Retd.) and one Accounts Expert not below the rank of Accounts Officer (Retd.) with the approval of Director School Education to be nominated by the Chairperson	Member
One Senior most Teacher from the institute	Member
Nominee of Director, SCERT Haryana	Member
Nominee of Director, School Education	Member

The Committee shall meet once in a month to review execution as also monitor the progress of all the activities/interventions of all the schemes and submit utilization certificates/progress reports as required. It shall also plan/prepare proposals as required for construction, renovation, maintenance, beautification of the campus.

Academic Sub Committee:

The Academic Sub Committee will be responsible for all academic activities as per deliberation of IMDC. The academic committee will focus on ensuring quality improvement, equity, reduction of barriers like socio-economic, gender and disability, over all learning achievement and personality development of students and teachers. The composition will be:

Principal/in the absence of Principal the members present shall elect the Chairperson from amongst themselves to preside over the meeting.	Chairperson
Two members including one female member from parents nominated by PTA.	Members
One Senior most teacher teaching Mathematics.	Member
One Senior most teacher teaching Science.	Member
One Senior most teacher teaching Social Science.	Member
Two students nominated by Principal. (one boy and one girl student on the basis of performance in curricular/extracurricular fields)	Members
Two eminent educationists to be nominated with the approval of Director, SCERT.	Members
Nominee of Director, School Education	Member

11. IMDC and the Sub Committees will carry out financial transaction as per the orders of the State Government issued from time to time. Each IMDC will open a separate bank account to receive grants from various sources and submit progress reports/utilization certificate as required.

Chandigarh:
The 5th March, 2012

SURINA RAJAN,
Financial Commissioner & Principal Secretary to
Government Haryana, School Education Department.